

**CLASS TITLE: DEPUTY CHIEF DIVISION OF ENFORCEMENT
(DEM)**

**Class Code: 02514400
Pay Grade: 29A
EO: A**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist the Chief, Division of Enforcement in all law enforcement activities of the Department of Environmental Management; to be responsible for maintaining law and order and protecting public safety at state parks, beaches and other recreational areas; and to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of the Chief, Division of Enforcement with considerable latitude for the exercise of independent judgement; work is reviewed through consultation and review of reports for conformance to laws, policies, rules and regulations.

SUPERVISION EXERCISED: Plans, coordinates, supervises and reviews the work of the clerical and enforcement staff of the division.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To assist the chief, Division of Enforcement in all duties and responsibilities inherent to this position.

To serve as Chief, Division of Enforcement in his absence.

To be responsible for all law enforcement activities of the Department of Environmental Management with particular emphasis on the fish, shellfish, game and forestry laws.

To be responsible for maintaining law and order and protecting public safety where required.

To oversee issuance of all licenses to hunt game and fish, or to take shellfish within territorial limits of the state.

To review the current applicable legislation and recommend appropriate changes where necessary.

To be responsible for the collection of evidence and preparation of data for prosecution of violators.

To assist in preparing the annual budget for the division.

To requisition uniforms, guns, equipment and materials for use by division personnel.

To hold regular conferences with personnel enforcing fish, shellfish, game, and forests and coordinate their activities.

To coordinate investigations and determinations of causes of forest fires; hold hearings; and recommend prosecution when necessary.

To coordinate in-service training programs for division personnel.

To prepare for the chief's review, annual and special reports of the division's activities and programs.

To cooperate with local and state police in the enforcement of laws and regulation.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPABILITIES: A thorough knowledge of Rhode Island fish, shellfish, game, and forestry laws; a thorough knowledge of federal migratory bird laws; a thorough knowledge of the proper use of firearms; the ability to plan and administer an in-service training program for divisional law enforcement personnel; the ability to prepare the annual division budget; the ability to supervise law enforcement and clerical personnel; the ability to prepare reports containing findings, analyses, conclusions and recommendations; the ability to review collected evidence and determine if prosecution is feasible; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing; and
Experience: Such as may have been gained through: employment in a responsible law enforcement position preferably engaged in enforcing laws.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: August 28, 1988